



FEDERAL RETIREMENT THRIFT INVESTMENT BOARD
1250 H Street, NW Washington, DC 20005

July 15, 2005

Memorandum to Department TSP Coordinators

FROM: Pamela-Jeanne Moran 
Director, Office of Benefits Services

SUBJECT: Introduction of the Thrift Savings Plan L Funds

Very shortly, we will announce the implementation date for the new TSP lifecycle (L) funds. Information about the L Funds is available from the TSP Web site, www.tsp.gov, and is included in the July issue of the *TSP Highlights* (copy attached). In addition, we will send all participants an advance postcard about the L Funds and, at implementation, we will send all participants a DVD. The DVD will contain a short presentation, the L Funds Information Sheet, and Questions and Answers. The Information Sheet and the Questions and Answers will also be available from the Web site. Participants may elect to invest in the L Funds by using the contribution allocation and interfund transfer options on the Web site or the ThriftLine, or by using the new Investment Allocation form (TSP-50 or TSP-U-50).

Although we are sending information directly to participants, we have also developed materials for the agencies and services to use to respond to questions and to incorporate into TSP briefings. Most of the items will be available from the TSP Web site, however, for the convenience of the agency and service TSP representatives, we are producing another DVD that contains:

- * Two versions of the presentation about the L Funds - one for civilian employees and one for uniformed services members.
- * L Funds Information Sheet - This is the best source for technical information about the L Funds.
- * Questions and Answers - This includes both common and technical questions.

- * Quick Reference Guide - This card addresses common questions that we think participants will ask, and as such, may be a valuable resource for TSP representatives.
- * L Fund poster - We will be sending both large and small versions of the L Fund poster to agencies and services through our normal distribution service. (You'll receive the same number of L Fund posters as you did the open season posters.) However, if additional copies are needed, the small poster is being provided on the DVD.
- * DVD package - The package explains how to use the DVD and also summarizes the key features of the L Funds.

The DVDs are designed to work in all DVD players - TV as well as computers with DVD drives. All of the materials may be downloaded from the DVD and printed locally or added to an intranet.

The hallmark of the L Funds is their simplicity, and we have tried to reinforce that concept in our communications materials to both participants and agency or service TSP representatives. We hope that the DVD approach will make it easier for TSP representatives to respond to questions about the L Funds and to incorporate L Fund information into their TSP programs.

Please let us know how many of the DVD training packages you would like for your TSP representatives. To do so, you may complete the attached "Request Form For L Funds DVD Training Package" and telefax it to Emma Key at 202-942-1451, or you may reply to this e-mail with the information requested by the form. We will ship the training packages directly to you for further distribution as soon as they are available. Because of the size of the files, we are not planning on sending the packages electronically. Depending upon demand, additional copies may be available, and we will announce this on our Web site under the section "Info for TSP Representatives."

If you have any questions about this package, please contact us at 202-942-1450.

Attachments

Request Form For L Funds DVD Package

Date: _____

Agency or Service: _____

Name: _____

Address: _____

Phone Number: _____

Number of L Fund DVDs for TSP Representatives: _____



Thrift Savings Plan HIGHLIGHTS

July 2005

Announcements

No More Open Seasons —
You can change the amount of your contributions at any time. (See page 4.)

ThriftLine — Make sure you have our correct telephone number.

1-TSP-YOU-FRST
1-877-968-3778
(toll-free)

If you are calling from outside the U.S. and Canada, call:

404-233-4400
(not toll-free)

TSP Information — The most current information about the TSP is available on our Web site:

www.tsp.gov

L Funds Offer a New Approach

Dear TSP Participant,

I am delighted to announce a new investment opportunity that can help you feel more secure about your retirement — the **TSP L Funds**.

We have established five “lifecycle funds” based on different time horizons. All you have to do is choose the year (after you leave Federal service) that you will need the money in your TSP account. Then move your money into the appropriate L Fund. Once you have selected your L Fund, you don’t need to worry about managing your investments. They are now on “cruise control” and everything is done for you.

If you prefer to make your own investment decisions and manage your account, you can continue to invest directly in the G, F, C, S, and I Funds. But if you would like to have the benefit of professionally designed funds, which are automatically adjusted as you get closer to your time horizon, then the L Funds may be right for you.

I hope that you will take the opportunity to read about the L Funds in this newsletter and view the DVD that is being sent to you this month. The TSP Web site offers additional information.

Best wishes,

Gary A. Amelio, Executive Director
Federal Retirement Thrift Investment Board

